

PROJECT DIVERSITY SCREENING COMMITTEE

Special Meeting Minutes

June 20, 2013

ROLL CALL

PRESENT: Chair Jeannie LoFranco, Committee Members Nga Huynh, Johnny Lee, Denise McCallaCreary, Elisa Orona and Delores Springs

ABSENT: Committee Members Alphonse Arretz, Karl Hennig and Mansimrat Singh

STAFF: Acting City Clerk Toni Taber and Deputy City Clerk Cecilia McDaniel

OTHER: Administrative Assistant Lucinda Norman, Commission Staff to the Library and Early Education Commission

ORDER OF BUSINESS

I. CALL TO ORDER

The members of the Project Diversity Screening Committee convened at 6:23 p.m. in Room W-242 of City Hall, 200 E. Santa Clara Street, CA 95113.

II. ADOPTION OF THE AGENDA

Action: Upon a motion by Chair Jeannie LoFranco and seconded by Committee Member Delores Springs, the Committee approved the adoption of the June 20, 2013 agenda. Vote (6-0-3; Committee Members Alphonse Arretz, Karl Hennig and Mansimrat Singh absent)

III. PUBLIC COMMENT – None

IV. INTERVIEWS FOR THE LIBRARY AND EARLY EDUCATION COMMISSION

Discussion: The Committee Members, along with Administrative Assistant Lucinda Norman (Commission Staff to the Library and Early Education Commission), interviewed the following candidates: Michael Luu, Marlene Muraco, Thomas Trudell and Robert Cortese. Candidates Sarabjeet Chugh and Shubhangi Kapatkar were no shows. The Committee Members discussed the candidates and evaluated their qualifications.

VII. MEETING SCHEDULE AND AGENDA ITEMS

The next Meeting is scheduled for: July 16, 2013 at 5:30 p.m. in W262. Items to be placed on the agenda include:

- Any remaining Library and Early Education Commission Interviews
- Nomination for Library and Early Education Commission Seat
- Review & Evaluate Interview Process and Questions
- Draft and Review Committee Workplan
- Set Regular Meeting Schedule
- Election of Vice Chair

Discussion: The Committee requested that the above items be placed on the next meeting agenda. Deputy City Clerk Cecilia McDaniel will send the audio recordings of the interviews to the Committee Members for review and to allow absent Committee Members the opportunity to participate in the nomination process.

Action: Chair Jeannie LoFranco appointed herself and Committee Members Karl Hennig, Alphonse Arretz, Mansimrat Singh, and Johnny Lee to a Sub-Committee to author a draft Workplan for review and approval by the full Committee at the next meeting. The Workplan Sub-Committee requested that examples of other Commission Workplans be sent to them for review by Committee Staff.

IX. ADJOURNMENT

Upon a motion by Committee Member Johnny Lee and seconded by Committee Member Nga Huynh, the Committee adjourned the meeting at approximately 9:19 p.m. Vote (6-0-3; Committee Members Alphonse Arretz, Karl Hennig and Mansimrat Singh absent)


JEANNIE LOFRANCO, CHAIR

ATTEST:
PROJECT DIVERSITY SCREENING COMMITTEE SECRETARY


CECILIA McDANIEL, Deputy City Clerk